



CALIFORNIA EMERGENCY MANAGEMENT AGENCY
LOCAL ASSISTANCE MONITORING BRANCH
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MATHER, CALIFORNIA 95655
PHONE: (916) 845-8120 FAX: (916) 845-8380

July 2, 2009

Herman Reddick, Assistant Director
San Diego County Office of Emergency Services
5555 Overland Ave., Suite 1911
San Diego, California 92123-1251

SUBJECT: GRANT MONITORING REPORT
GRANT: 2008-2009, OES #073-00000
EMERGENCY MANAGEMENT PERFORMANCE GRANT

Dear Mr. Reddick:

The California Emergency Management Agency (CalEMA), formerly the Governor's Office of Emergency Services (OES), conducted a compliance field review on June 23 - 25, 2009, for the above-referenced grant. CalEMA met with San Diego Office of Emergency Service's management staff: John Wiecejorek and Ardath De Rosa.

The purpose of the review was to determine if your organization complied with applicable laws, regulations, guidelines and policies. The grant was reviewed for compliance with the administrative and fiscal requirements as outlined in CalEMA's Recipient Subgrant Guide for Local Governments - Fiscal Year 2008, Office of Management and Budget (OMB) Circulars and the Code of Federal Regulations (CFR). Our scope included reviewing fiscal and accounting records for the grant period January 1, 2009 through March 31, 2009, and its supporting documentation. CalEMA also examined the documentation supporting the required matching funds, and several of the program activities. We found no instances of non-compliance. In general, the CalEMA monitors were pleased with the documentation and record keeping for this grant, and would like to commend Ms. Ardath De Rosa for her preparedness, and quick and accurate response to all of the monitors' requests.

Executive Summary:

Grant Type:	Emergency Management Performance Grant
Review Type:	Compliance Field Review
Scope:	Fiscal and Administrative
Review Period(s):	January 1, 2009 – March 31, 2009

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Findings Summary:

No Findings.

Advisory Recommendations:

Following is an Advisory Recommendation resulting from the compliance review:

- EMPG Recipient Subgrant guide for Local Governments Fiscal Year 2008, Section Four, Performance Reports states "*The OAs must submit performance reports as required. The report must include the progress made on identified activities, as well as other requested information and data.*" San Diego has been submitting the requested reports; however, the County's one sentence response to some of the goals does not adequately discuss the progress made with each of the identified goals in the award. The County should include a narrative description of all activities occurring during the period for all of the identified goals.

Thank you for the courtesy and cooperation you extended CalEMA in completing this review. If you have any questions about this letter or the enclosures, please contact Don MacMillan at (916) 845-8107, or don.macmillan@calema.ca.gov.

Sincerely,



CATHERINE LEWIS
INTERIM BRANCH CHIEF

cc: Ardath De Rosa, San Diego OES
Peggy Okabayashi, CalEMA Assistant Secretary
Anne Potter, CalEMA Southern Region
Yvonne Cantrell, CalEMA EMPG Coordinator
Subrecipient File